

ORDER FOR SUPPLIES OR SERVICES										PAGE 1 OF 6	
1. CONTRACT/PURCH ORDER/AGREEMENT NO. F33657-97-D-2008			2. DELIVERY ORDER/ CALL NO. 0030		3. DATE OF ORDER/CALL 1999 AUG 21		4. REQUISITION/PURCH REQUEST NO. SEE SECTION G		5. PRIORITY DO-C9		
ASC/CDS USAF/AFMC ASC/CDS BLDG 16, AREA B 2275 D. STREET WRIGHT PATTERSON AFB OH 45433-7233 THOMAS REASTER (937) 255-7003 X4653 thomas.reaster@asccd.wpafb.af.mil			CODE FA8622		7. ADMINISTERED BY (If Other than 6) DCMC BALTIMORE/CHESAPEAKE 200 TOWSONTOWN BLVD WEST TOWSON MD 21204-5299			CODE S2101A		8. DELIVERY FOB <input checked="" type="checkbox"/> DESTINATION <input type="checkbox"/> OTHER <small>(See Schedule if other)</small>	
9. CONTRACTOR SMALL BUSINESS ADMINISTRATION WASHINGTON DISTRICT OFFICE P O BOX 34500 WASHINGTON DC 20043-4500 SBA#0353-700505			CODE 4M057		FACILITY 3X522		10. DELIVER TO FOB POINT BY (Date) (YYYYMMDD) SEE SCHEDULE		11. X IF BUSINESS IS <input checked="" type="checkbox"/> SMALL <input type="checkbox"/> SMALL DISADVANTAGED WOMEN-OWNED		
NAME AND ADDRESS Subcontractor: HJ Ford Assoc 1111 Jefferson Davis HWY Arlington VA 22202-3235							12. DISCOUNT ITEMS N		13. MAIL INVOICES TO ADDRESS IN BLOCK SEE BLOCK 15 (PAYMENT OFFICE)		
14. SHIP TO SEE SCHEDULE			CODE		15. PAYMENT WILL BE MADE BY DFAS-CO/SOUTH ENTITLEMENT OPER P O BOX 182264 COLUMBUS OH 43218-2264			CODE HQ0338		MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.	
16. TYPE OF ORDER		DELIVERY/ CALL <input checked="" type="checkbox"/>		This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.							
		PURCHASE <input type="checkbox"/>		Reference your furnish the following on items specified herein.							
ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.											
NAME OF CONTRACTOR SIGNATURE TYPED NAME AND TITLE DATE SIGNED (YYYYMMDD)											
<input type="checkbox"/> If this box is marked, supplier must sign Acceptance and return the following number of copies:											
17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE SEE SECTION G											
18. ITEM NO.		19. SCHEDULE OF SUPPLIES/SERVICES				20. QUANTITY ORDERED/ ACCEPTED*		21. UNIT	22. UNIT PRICE		23. AMOUNT
*If quantity accepted by the Government is same as quantity ordered, indicate by X. If different, enter actual quantity accepted below quantity ordered and encircle.				24. UNITED STATES OF AMERICA BY: LYTUS JORDAN				25. TOTAL \$139,310.68			
26. QUANTITY IN COLUMN 20 HAS BEEN <input type="checkbox"/> INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED				27. SHIP NO.		28. D.O. VOUCHER NO.		29. DIFFERENCES			
DATE SIGNATURE AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE				30. INITIALS		31. PAID BY		32. AMOUNT VERIFIED CORRECT FOR			
33. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT.				34. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		35. CHECK NUMBER		36. BILL OF LADING			
37. RECEIVED AT		38. RECEIVED BY (Print)		39. DATE RECEIVED (YYYYMMDD)		40. TOTAL CONTAINERS		41. S/R ACCOUNT NO.		42. S/R VOUCHER NO.	

1. In accordance with the provisions of the basic contract F33657-97-D-2008 and Special Contract Requirement H-013 entitled "Orders", the contractor shall provide acquisition logistics support in accordance with the attached Statement of Work (SOW) entitled "ASC/SMG Acquisition Logistics Contractor Support" as specified as specified below at a ceiling amount of \$139,310.68.

2. SECTION B: The Supplies/Services schedules are set forth on pages 3-4 hereto.

3. SECTION G: The accounting and appropriation data is set forth on page 5 hereto.

4. Section H:

a. In accordance with AF Far Sup 5352.245-9000, Base Support (Jul 1992) base support will be provided by ASC/SMD for the following items:

Office space, office furniture, access to computers and office electronic equipment, i.e. fax, printer, reproduction equipment etc.

b. Contract Line Item Number (CLINs) 0001, 0002 and 0003 are incrementally funded and are subject to the provisions of Special Contract Requirement H-232-9305 "Limitation of Government's Obligation-Time and Materials.

5. Section I:

Contract Line Item Number 0004 is incrementally funded and is subject to the provisions of FAR Clause 52.232-22 entitled "Limitation of Funds".

6. Section J: List of Attachments are set forth on page 6 hereto. The Department of Defense Contract Security Classification Specification (DD Form 254) dated 30 June 1999 is attached hereto and made a part hereof.

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount
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0001

\$72,426.85

Noun: ACQUISITION LOGISTICS ADVISORY AND ASSISTANCE
SERVICE

ACRN: AA

Security: U

DD1423 is Exhibit: A

Contract type: Y - TIME AND MATERIALS

Completion Date: 20 AUG 2000

Descriptive Data:

a. The contractor shall provide acquisition logistics support in accordance with the attached Statement of Work dated 12 August 1999.

b. Listed below by prime/team members are the USAF negotiated labor categories and corresponding estimated number of total labor hours for each category in support of the NGSL program:

PERIOD OF PERFORMANCE: 8/21/99-12/5/99

Labor Category	Estimated Hours
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HJ Ford Off-Site Labor

Project Manager	21
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Admin Mgmt Asst	21
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HJ Ford On-Site Labor

Senior Logistician	568
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PERIOD OF PERFORMANCE: 12/6/99-8/20/00

Labor Category	Estimated Hours
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HJ Ford Off-Site Labor

Project Manager	43
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Admin Mgmt Asst	43
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HJ Ford On-Site Labor

Senior Logistician	1,432
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TOTAL HOURS	2,128
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c. The amount allotted and available for payment is \$45,282.85. The allotted amount covers all efforts through 7 April 2000. The amount remaining to be funded is \$ 27,144.00.

ITEM	SUPPLIES OR SERVICES	Qty Purch Unit	Unit Price Total Item Amount				
0002	<p><i>Noun:</i> DATA-EXHIBIT A <i>ACRN:</i> AA <i>Security:</i> U <i>DD1423 is Exhibit:</i> A <i>Contract type:</i> Y - TIME AND MATERIALS <i>Completion Date:</i> ASREQ <i>Descriptive Data:</i> The contractor shall provide data in accordance with Contract Data Requirements List (CDRL), DD Form 1423, dated 28 July 1999, attached as Exhibit A. The price of this CLIN is included in the price of CLIN 0001.</p>		NSP				
0003	<p><i>Noun:</i> MATERIALS AND SUBCONTRACTING <i>ACRN:</i> AA <i>Security:</i> U <i>Contract type:</i> Y - TIME AND MATERIALS <i>Completion Date:</i> 20 AUG 1999 <i>Descriptive Data:</i> a. The contractor shall provide acquisition logistics support in accordance with the attached Statement of Work dated 12 August 1999. b. Listed below is the negotiated labor category and the corresponding estimated number of labor hours for the subcontractor:</p> <table><tr><td>Labor Category</td><td>Estimated Hours</td></tr><tr><td>RM&A Expert</td><td>180</td></tr></table> <p>c. The amount allotted and available for payment is \$24,475.00. The allotted amount covers all efforts through 7 April 2000. The amount remaining to be funded is \$13,475.00.</p>	Labor Category	Estimated Hours	RM&A Expert	180		\$37,950.00
Labor Category	Estimated Hours						
RM&A Expert	180						
0004	<p><i>Noun:</i> TRAVEL AND COMPUTER SERVICES <i>ACRN:</i> AA <i>Security:</i> U <i>Contract type:</i> S - COST REIMBURSEMENT <i>Completion Date:</i> 20 AUG 2000 <i>Descriptive Data:</i> a. The contractor shall provide Travel/Computer Services required in the performance of CLINs 0001, 0002, and 0003 above pursuant to Special Contract Requirement H-011 of the basic contract entitled Payment Provisions for Materials/Computer Services /Travel /Subcontracting. b. The amount allotted and available for payment is \$18,577.45. The allotted amount covers all efforts through 7 April 2000. The amount remaining to be funded is \$ 10,356.38.</p>		\$28,933.83				

ACRN	Appropriation/Lmt Subhead/Supplemental Accounting Data	Obligation Amount
AA	57 93600 299 4720 675150 276640 592CA 41214F 503000 F03000	\$88,335.30
	<i>Funding breakdown:</i> On Clin 0001: \$45,282.85	
	On Clin 0002: \$.00	
	On Clin 0003: \$24,475.00	
	On Clin 0004: \$18,577.45	
	<i>PR/MIPR:</i> GLDAF997205014 \$88,335.30	
	<i>Descriptive data:</i>	
	THE FUND CITE AS IT APPEARS ON THE PR:	
	5793600 299 4720 675150276640 592CA 41214F 503000 F03000	

<u>DOCUMENT</u>	<u>PGS</u>	<u>DATE</u>	<u>TITLE</u>
EXHIBIT A	4	28 JUL 1999	Contract Data Requirments List (CDRL) dated 28 July 99
ATTACHMENT 1	3	12 AUG 1999	Statement of Work dated 12 August 1999 for the "ASC/SMG Acquisition Logistics Contractor Support"
ATTACHMENT 2	6	30 JUN 1999	Department of Defense Contract Security Classification Specification

CONTRACT DATA REQUIREMENTS LIST (1 Data Item)					Form Approved OMB No. 0704-0188		
Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government-Issuing Contracting Officer for the Contract/PR No. listed in Block E.							
A. CONTRACT LINE ITEM NO.		B. EXHIBIT A		C. CATEGORY TDP TM OTHER ADMN			
D. SYSTEM / ITEM ASC/SM SUPPORT		E. CONTRACT / PR NO. F33657-97-D-2008/0030		F. CONTRACTOR H J FORD ASSOCIATES, INC.			
1. DATA ITEM NO. A0001		2. TITLE OF DATA ITEM Presentation Material		3. SUBTITLE			
4. AUTHORITY (Data Acquisition Document No.) DI-ADMN-81373/T		5. CONTRACT REFERENCE SOW Paras 4.1 thru 4.8		6. REQUIRING OFFICE ASC/SMD			
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED N/A	10. FREQUENCY BLK16	12. DATE OF FIRST SUBMISSION BLK 16	14. DISTRIBUTION			
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION BLK 16	a. ADDRESSEE	b. COPIES		
					Draft	Final	
					Reg	Repro	
16. REMARKS a. Block 4: Contractor format acceptable. b. Blocks 10, 12 & 13: To be submitted as requested by the Government. c. Viewgraphs, photographs, slides or electronic equivalent is acceptable.				ASC/SMD	0	0	1
				15. TOTAL ----->	0	0	1
G. PREPARED BY LINDA F. LORENZ ASC/SMD, Data Manager		H. DATE 28 Jul 99		I. APPROVED BY NEVIN FESSLER ASC/SMD		J. DATE 28 Jul 99	

17. PRICE GROUP

18. ESTIMATED
TOTAL PRICE

CONTRACT DATA REQUIREMENTS LIST (1 Data Item)				Form Approved OMB No. 0704-0188			
Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government-Issuing Contracting Officer for the Contract/PR No. listed in Block E.							
A. CONTRACT LINE ITEM NO.		B. EXHIBIT A		C. CATEGORY TDP TM OTHER MGMT			
D. SYSTEM / ITEM ASC/SM SUPPORT		E. CONTRACT / PR NO. F33657-97-D-2008/0030		F. CONTRACTOR H J FORD ASSOCIATES, INC.			
1. DATA ITEM NO. A0002	2. TITLE OF DATA ITEM Status Report			3. SUBTITLE			
4. AUTHORITY (Data Acquisition Document No.) DI-MGMT-80368/T		5. CONTRACT REFERENCE SOW Paras 4.1 thru 4.8		6. REQUIRING OFFICE ASC/SMD			
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED N/A	10. FREQUENCY BLK16	12. DATE OF FIRST SUBMISSION BLK 16	14. DISTRIBUTION			
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION BLK 16	a. ADDRESSEE	b. COPIES Draft Final Reg Repro		
16. REMARKS a. Block 4: Contractor format acceptable. b. Blocks 10, 12 & 13: Minutes due 5 working days after the conference/meeting. Trip Reports due 3 days after completion of trip. c. Block 12: First submittal due at the end of the first full month after contract order award. d. Block 13: Subsequent submittals due by the 15th of each month after first submission. e. Block 14: CDSY requires Status Report only.				ASC/SMD	0	1	0
				ASC/CDSY	0	1	0
15. TOTAL ----->				0	2	0	
G. PREPARED BY LINDA F. LORENZ <i>Linda Lorenz</i> ASC/SMD, Data Manager		H. DATE 28 Jul 99		I. APPROVED BY <i>Nevin Fessler</i> ASC/SMD		J. DATE 28 Jul 99	

CONTRACT DATA REQUIREMENTS LIST (1 Data Item)					Form Approved OMB No. 0704-0188			
Public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503. Please DO NOT RETURN your form to either of these addresses. Send completed form to the Government-Issuing Contracting Officer for the Contract/PR No. listed in Block E.								
A. CONTRACT LINE ITEM NO.		B. EXHIBIT A		C. CATEGORY TDP TM OTHER MISC				
D. SYSTEM / ITEM ASC/SM SUPPORT			E. CONTRACT / PR NO. F33657-97-D-2008/0030		F. CONTRACTOR H J FORD ASSOCIATES, INC.			
1. DATA ITEM NO. A0004	2. TITLE OF DATA ITEM Technical Report - Study/Services				3. SUBTITLE			
4. AUTHORITY (Data Acquisition Document No.) DI-MISC-80508/T			5. CONTRACT REFERENCE SOW Paras 4.1 thru 4.8		6. REQUIRING OFFICE ASC/SMD			
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED N/A	10. FREQUENCY BLK16	12. DATE OF FIRST SUBMISSION BLK 16		14. DISTRIBUTION			
8. APP CODE		11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION BLK 16		a. ADDRESSEE	b. COPIES		
						Draft	Final	
							Reg	Repro
16. REMARKS a. Block 4: Contractor format acceptable. b. Blocks 10, 12 & 13: Report shall be submitted upon completion of study/services.					ASC/SMD	0	1	0
15. TOTAL ----->					0	1	0	
G. PREPARED BY LINDA F. LORENZ ASC/SMD, Data Manager			H. DATE 28 Jul 99	I. APPROVED BY NEVIN FESSLER ASC/SMD		J. DATE 28 Jul 99		

17. PRICE GROUP

18. ESTIMATED
TOTAL PRICE

STATEMENT OF WORK-12 August 1999
FOR
ASC/SMG ACQUISITION LOGISTICS CONTRACTOR SUPPORT

1.0 PURPOSE

The purpose of this order is to provide support for the Integrated Logistics Support (ILS) capability of the Next Generation Small Loader Program (NGSL), ASC/SMG. This includes source selection support to provide ILS planning and execution efforts to the NGSL System Program Office (SPO) under the tenets of Integrated Product Team (IPT) Management and Integrated Weapon System Management (IWSM).

2.0 SCOPE

The contractor shall provide logistics support for NGSL source selection IPTs as defined under paragraphs 4.1 through 4.6. NO ENGINEERING SUPPORT WILL BE PROVIDED UNDER THIS TASK ORDER BY THE SUPPORT CONTRACTOR.

3.0 RESPONSIBILITIES

The Logistics Division Chief for NGSL is responsible for technical liaison, review, approval, and final acceptance of efforts accomplished under this task order.

4.0 WORK TO BE ACCOMPLISHED

The contractor shall gather and process program data, perform analyses and studies, and provide recommendations to the Logistics Division Chief for the NGSL program, to satisfy the specific objectives of this statement of work. The results of performing these analytical tasks will be the identification of recommended courses of action, updated program data, schedules, and plans. The contractor shall perform the following tasks in accordance with this task order, the SOW, and contract. Period of performance will begin on effective date of contract order.

4.1 Documentation Analysis

The contractor shall gather and assimilate contract and related Air Force data associated with all areas of the NGSL logistics support and management process. These areas include logistics planning, administration of the logistics data and source selection documentation. The contractor will evaluate all logistics data and provide recommendations to evaluate the ILS program against stated requirements. Tasks shall include the following subparagraphs (DI-MISC-80508, SEQ 0004):

4.1.1 The contractor shall apply particular emphasis to integrating support requirements for the NGSL program. All acquisition logistics plans shall be evaluated and analyzed for ILS application with update recommendations and comments provided.

4.1.2. Accomplish tasks necessary for tracking, maintaining status, and administering the ILS schedules from RFP submission to equipment delivery.

4.2 Program Networks (DI-MISC-80508, SEQ 0004)

4.2.1 The contractor shall assist in the development of and update of selected program networks.

These networks shall focus on supportability requirements and subordinate schedules, and integrate those actions with the NGSL program Integrated Management Plan (IMP) and Integrated Management Schedules (IMS). To accomplish this task, a government directed system shall be utilized. Development of these networks shall be accomplished utilizing government-furnished computers, plotter, and printers. Appropriate research shall be accomplished to ensure positive requirements are identified and established. The overall program networks plus a set/series of networks shall be maintained for each of the functional areas.

4.2.2 The contractor shall gather and process program data, perform analyses and studies, and provide recommendations to the NGSL Chief of Logistics, to satisfy the specific objectives of this statement of work. The contractor shall create a single approach to define, calculate, and test the reliability, maintainability, and Availability (RM&A) for all Air Force loader programs. Work with NGSL program office at Wright-Patterson AFB, the Loaders SPO at Robins AFB, HQ AMC at Scott AFB, and with Air Staff and Program Executive Office (Airlift and Trainer) personnel at the Pentagon. Additionally the contractor shall provide support, as needed, to the SAF/AQ chartered Board of Directors as they evaluate progress of the loader programs. The results of performing these analytical tasks will be the identification of recommended courses of action, updated program data, schedules, and plans.

4.2.3 The contractor shall update and maintain the NGSL Chief of Logistics Summary Milestone Schedule Handbook. This handbook is a compilation of NGSL IPT Network Summary Milestone Schedule Charts (SMSCs) which depict key functional tasks and milestones in IMP/IMS format. Additionally the contractor shall include a brief analysis of each NGSL IPT network in the handbook summarizing schedule changes, problem areas, and recommended actions.

4.2.4 The contractor shall ensure current IMP/IMS data is available to all NGSL IPT members.

4.2.5 The contractor shall be required to accomplish analyses, write reports, recommend actions, or perform any related tasks that provide Air Force logisticians the capability to conduct a process to evolve and establish support concepts, plans, and requirements for the NGSL program during the life of, the system or equipment.

4.2.6 Assist in the preparation of NGSL logistics RFP SOW and CDRL requirements to ensure comprehensive and integrated procurement.

4.2.7 Analyze and assist in the identification of requirements for contract award.

4.2.8 Analyze and assist in the identification of logistics test and training requirements.

4.2.8.1 The contractor shall develop initial training material to provide the user with a familiarization on intended use of the system and potential use of the system.

4.2.9 Analyze and assist in the identification of technical order requirements.

4.2.10 Under this task, contractor activity shall include development, analysis, and updating of

all plans associated with the NGSL source selection and life cycle support. Examples, the NGSL Integrated Logistic Support Plan, Warranty Administration Plan, ILS Management Plan, RM&A Plan, Depot Maintenance Activation, and Contractor Logistics Support Plan, Also included is review, evaluate and comment on NGSL bidders proposals.

4.3 Risk Management

Identify, develop, and track cost, schedule, and technical risk indicators to provide management visibility. Perform analysis of indicators, identify risk, and make recommendations for risk mitigation.

4.4 Technical Order Analysis

The contractor shall accomplish all tasks necessary and provide data and logistics technical analysis support for tracking, and administering the acquisition of NGSL technical data. (DI-MISC-80508, SEQ 0004)

4.4.1 Review and perform technical evaluations of contract for required technical order data support in accordance with Air Force directives.

4.4.2 The contractor will provide analytical and technical support for the NGSL Technical Orders.

4.5 General ILS Support.

The contractor shall provide technical support to the NGSL Chief of Logistics, and other IPTs, as required, for all ILS elements and mission essential items required to ensure that the NGSL is developed and produced as a supportable and supported weapon system.

4.6 Interfaces and Meetings

The contractor shall participate in Next Generation Small Loader (NGSL) Source Selection, attend program reviews, and various other meetings and provide technical assessments with respect to logistics requirements. The contractor shall interface as required with NGSL potential sources and other personnel designated by the Air Force. Some government travel will be required. The contractor shall develop summary information on the activities, action items, conclusions, and recommendations related to meetings, reviews, and audits. Contractor shall provide minutes of all meetings, as directed. (DI-MGMT-80368, SEQ 0002)

<div>DEPARTMENT OF DEFENSE</div> <div>CONTRACT SECURITY CLASSIFICATION SPECIFICATION</div> <div>(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort)</div>				<div>1. CLEARANCE AND SAFEGUARDING</div> <div>a. FACILITY CLEARANCE REQUIRED</div> <div>Secret</div> <div>b. LEVEL OF SAFEGUARDING REQUIRED</div> <div>N/A</div>			
2. THIS SPECIFICATION IS FOR: (X and complete as applicable)				3. THIS SPECIFICATION IS: (X and complete as applicable)			
<div>X</div> <div>a. PRIME CONTRACT NUMBER</div> <div>F33657-97-D-2008/0030 Exp 00 08 20</div>		<div>X</div> <div>a. ORIGINAL (Complete date in all cases)</div> <div></div> <div>Date (YYMMDD)</div> <div>99 06 30</div>					
<div>b. SUBCONTRACT NUMBER</div> <div></div>		<div>b. REVISED (Supersedes all previous specs)</div> <div></div> <div>Revision No.</div> <div></div> <div>Date (YYMMDD)</div> <div></div>					
<div>c. SOLICITATION OR OTHER NUMBER</div> <div></div> <div>DUE Date (YYMMDD)</div> <div></div>		<div>c. FINAL (Complete Item 5 in all cases)</div> <div></div> <div>Date (YYMMDD)</div> <div></div>					
4. IS THIS A FOLLOW-ON CONTRACT? <div></div> YES <div>X</div> NO. If Yes, complete the following: Classified material received or generated under _____ (Preceding Contract Number) is transferred to this follow-on contract							
5. IS THIS A FINAL DD FORM 254? <div></div> YES <div>X</div> NO. If Yes, complete the following: In response to the contractor's requested dated _____, retention of the identified classified material is authorized for the period of _____							
6. CONTRACTOR (Include Commercial and Government Entity (CAGE) Code)							
<div>a. NAME, ADDRESS, AND ZIP CODE</div> <div>HJ Ford</div> <div>2940 Presidential Drive, Suite 250</div> <div>Fairborn OH 45324</div>		<div>b. CAGE CODE</div> <div>OKJH3</div>		<div>c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)</div> <div>DSS Midwest (OMW)</div> <div>610 South Canal, Room 800</div> <div>Chicago, IL 60607-4599</div>			
7. SUBCONTRACTOR							
<div>a. NAME, ADDRESS, AND ZIP CODE</div> <div>N/A</div>		<div>b. CAGE CODE</div> <div>N/A</div>		<div>c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)</div> <div>N/A</div>			
8. ACTUAL PERFORMANCE							
<div>a. LOCATION</div> <div>N/A</div>		<div>b. CAGE CODE</div> <div>N/A</div>		<div>c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)</div> <div>N/A</div>			
9. GENERAL IDENTIFICATION OF THIS PROCUREMENT Specialized services and assistance to Logistics manager in the Next Generation Small Loader (NGSL) program. Services includes all activities required to acquire, evolve, and sustain products managed by the NGSL program. This support will enable the NGSL to perform logistice management in a more efficient manner by providing specialized services not otherwise available.							
10. THIS CONTRACT WILL REQUIRE ACCESS TO:			YES	NO	11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:	YES	NO
<div>a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION</div>				<div>X</div>	<div>a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY</div>	<div>X</div>	
<div>b. RESTRICTED DATA</div>				<div>X</div>	<div>b. RECEIVE CLASSIFIED DOCUMENTS ONLY</div>		<div>X</div>
<div>c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION</div>				<div>X</div>	<div>c. RECEIVE AND GENERATE CLASSIFIED MATERIAL</div>		<div>X</div>
<div>d. FORMERLY RESTRICTED DATA</div>				<div>X</div>	<div>d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE</div>		<div>X</div>
<div>e. INTELLIGENCE INFORMATION</div>				<div>X</div>	<div>e. PERFORM SERVICES ONLY</div>		
<div>(1) Sensitive Compartmented Information (SCI)</div>				<div>X</div>	<div>f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S. PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES</div>		<div>X</div>
<div>(2) Non-SCI</div>			<div>X</div>		<div>g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER</div>		<div>X</div>
<div>f. SPECIAL ACCESS INFORMATION</div>				<div>X</div>	<div>h. REQUIRE A COMSEC ACCOUNT</div>		<div>X</div>
<div>g. NATO INFORMATION</div>				<div>X</div>	<div>i. HAVE TEMPEST REQUIREMENTS</div>		<div>X</div>
<div>h. FOREIGN GOVERNMENT INFORMATION</div>			<div>X</div>		<div>j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS</div>		<div>X</div>
<div>i. LIMITED DISSEMINATION INFORMATION</div>				<div>X</div>	<div>k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE</div>		<div>X</div>
<div>j. FOR OFFICIAL USE ONLY INFORMATION</div>			<div>X</div>		<div>l. OTHER (Specify)</div> <div>Notification of government security activity is required.</div>	<div>X</div>	
<div>k. OTHER (Specify)</div>					<div>See Addendum.</div>		

12. PUBLIC RELEASE. Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual or unless it has been approved for public release by appropriate Government authority. Proposed public releases shall be submitted for approval prior to release

☒ Direct ☐ Through (Specify):

ASC/PA
1865 4th Street, Suite 15
Wright-Patterson AFB OH 45433-7129

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs) for review.
In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

13. SECURITY GUIDANCE. The security classification guidance need for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. (Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guidelines/extracts reference herein. Add additional pages as needed to provide complete guidance.)

- a. Ref Blk 11a: Releasing government activity will furnish complete classification guidance for the service performed.
- b. "The National Industrial Security Program Operating Manual (NISPOM", January 1995 applies to this contract.
- c. Ref Blk 10e(2): General Intelligence Material/Foreign Disclosure applies. See addendum.
- d. Ref Blk 10j: FOUO applies. See addendum.
- e. Functional Area Chief: Ms. Marjorie Radford, ASC/CDSY, (937)255-1783, extension 4658.
- f. Functional Area Evaluator: Mr. Nevin Fessler, ASC/SMD, (937)255-6145, extension 3516.
- g. Ref Blk 11l: The notification of government security/visitor group agreement clause applies. See contract clause for details.

14. ADDITIONAL SECURITY REQUIREMENTS. Requirements, in addition to ISM requirements, are established for this contract. (If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. Use Item 13 if additional space is needed)

☐ Yes ☒ No

15. INSPECTIONS. Elements of this contract are outside the inspection responsibility of the cognizant security office. (If Yes, identify specific areas or elements carved out and the activity responsible for inspections. Use Item 13 if additional space is needed.)

☒ Yes ☐ No

Ref Blk 11l: Contractor performance will occur in Building 28, Area B, Wright-Patterson AFB, Ohio. ASC/SYSPC will maintain security oversight.

16. CERTIFICATION AND SIGNATURE. Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

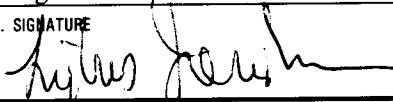
a. TYPED NAME OF CERTIFYING OFFICIAL
LYTUS JORDAN

b. TITLE
Contracting Officer

c. TELEPHONE (Include Area Code)
(937)255-1783, ext 4652

d. ADDRESS (Include Zip Code)
ASC/CDSK
2275 D Street, Suite 16
Wright-Patterson AFB OH 45433-1723

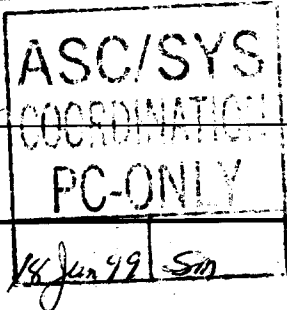
e. SIGNATURE



17. REQUIRED DISTRIBUTION

- ☒ a. CONTRACTOR
- ☐ b. SUBCONTRACTOR
- ☒ c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR
- ☐ d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION
- ☐ e. ADMINISTRATION CONTRACTING OFFICER
- ☒ f. OTHERS AS NECESSARY

ASC/SYSPC (Security Office)
801 TENTH ST ROOM 103
WPAFB OH 45433-7625



ADDENDUM TO DD FORM 254
22 October 1996**GENERAL INTELLIGENCE MATERIAL/FOREIGN DISCLOSURE**

1. **Special Requirements for General and Foreign Intelligence Material.** In addition to the requirements and controls for classified material, the Director, Central Intelligence, sets up additional requirements and controls for intelligence in the possession of contractors. The contractor must:

a. Maintain control of all intelligence materials released in his or her custody in accordance with DOD 5220.22-M, the National Industrial Security Program Operating Manual (NISPOM), January 1995, paragraphs 5-200, 201 and 202 for control. Contractors agree that all intelligence material released, all reproductions and other material generated (including reproductions) are the property of the US Government.

b. Maintain control of all reproduced intelligence data in the same manner as the original.

c. Destroy intelligence materials in accordance with approved methods identified in the NISPOM.

d. Restrict access to those individuals with a valid need-to-know who are actually providing services under the contract. Further dissemination to other contractors, subcontractors, or other government agencies and private individuals or organization is prohibited unless authorized in writing by the Contracting Officer's Representative (COR) with prior approval of ASC/NAIC/POA.

e. Not release intelligence data to foreign nationals or immigrant aliens, regardless of their security clearance or contract status, without advance written permission from the COR, Foreign Disclosure Policy Office (ASC/SYSR), and ASC/NAIC/POA.

f. Ensure that each employee having access to intelligence material is fully aware of the special security requirements for this material.

2. **Returning Intelligence to the Air Force.** Contractors must return intelligence data to the COR at the termination or completion of a contract unless the COR has provided written approval for the contractor to retain for an additional two years. If retention is required beyond the two year period, the contractor must again request and receive written retention authority from the COR. If the COR grants retention authority, he or she must provide a copy of the written approval to ASC/NAIC/POA.

3. **Release of Classified and Unclassified Information to Foreign Government and Their Representatives.** Any military activity or defense contractor receiving a request from a foreign government or a representative thereof, for intelligence data about this program, shall forward the request to ASC/SYSR and ASC/NAIC/POA. Information released under Foreign Military Sales (FMS) must comply with the specific USAF disclosure guidance issued for the specific FMS customer.

ADDENDUM TO DD FORM 254
08 February 1999

USE OF SPECIAL INTELLIGENCE MARKINGS

1. Authorized Control Markings of Intelligence Information

a. "Dissemination and Extraction of Information Controlled by Originator (ORCON)".

This marking may be used only on classified intelligence that clearly identifies or would reasonably permit ready identification of intelligence sources or methods that are particularly susceptible to countermeasures that would nullify or measurably reduce their effectiveness. It is used to enable the originator to maintain continuing knowledge and supervision of the further use of intelligence beyond the original dissemination. This control marking may not be used when access to the intelligence information will reasonably be protected by use of its classification marking (i.e. Confidential, Secret, Top Secret), or by use of any other control marking specified herein.

b. "Not Releasable to Foreign Nationals (NOFORN)"

This control marking is used to identify classified intelligence material that may not be released in any form to foreign governments, foreign nationals, or non-US citizens without permission of the US Government originator, and then only when released in compliance with the National Disclosure Policy.

c. "Authorized for Release to (Name of country(ies)/international organization"

This marking is used to identify classified intelligence material that the US Government Originator has predetermined to be releasable or has been released through established foreign disclosure channels to the indicated country(ies) or organization.

2. Procedures Governing Use of Control Markings

a. Any recipient desiring to use intelligence in a manner contrary to the restrictions established by the control markings set forth above, shall obtain the advanced permission of the originating agency. Such permission applies only to the specific purposes agreed to by the originator and does not automatically apply to all recipients. Originator will ensure that prompt consideration is given to recipients' requests, with particular attention to reviewing and editing if necessary, sanitized or paraphrased versions to derive a text suitable for release subject to lesser or no control markings.

b. The control markings authorized above shall be shown on the title page, front cover, and other applicable pages of documents, incorporated in the text of electrical communications, shown on graphics, and associated (in full or abbreviated form) with data stored or processed in automatic data processing systems. The control markings also shall be indicated by parenthetical use of the markings abbreviations at the beginning or end of the appropriate portions. If the control markings apply to several or all portions, the document may be marked with a statement to this effect rather than marking each portion individually.

c. The control markings in paragraph one (1) shall be individually assigned at the time of preparation of intelligence products and used in conjunction with security classifications and other markings specified by EO 12958 and its implementing ISOO Directive. The markings shall be carried forward to any new format in which the same information is incorporated including oral and visual presentations.

Current Guidance
Implementation of DCID 1/7, 30 June 1998

ADDENDUM TO DD FORM 254
23 March 1998

FOR OFFICIAL USE ONLY (FOUO)

The following procedures will be used to protect FOR OFFICIAL USE ONLY (FOUO) information.

1. **HANDLING:** Access to FOUO material shall be limited to those employees who need the material to do their jobs. The FOR OFFICIAL USE ONLY marking is assigned to information when created by a DOD User Agency. FOR OFFICIAL USE ONLY is not a classification, but requires extra precautions to ensure it is not released to the public.
2. **MARKING:**
 - a. Mark an unclassified document containing FOUO information "FOR OFFICIAL USE ONLY" at the bottom of each page containing FOUO information and on the bottom of the front page or front cover (if any) and on the back of the last page and on the back cover (if any).
 - b. In a classified document, mark:
 - (1) An individual paragraph that contains FOUO, but not classified information, by placing "(FOUO)" at the beginning of the paragraph.
 - (2) The top and bottom of each page that has both FOUO and classified information, with the highest security classification of the information on that page.
 - (3) "FOUO" at the bottom of each page that has FOUO information but is not classified..
 - (4) If a classified document also contains FOUO information or if the classified material becomes FOUO when declassified, place the following statement on the bottom of the cover or the first page, under the classification marking: **"NOTE: If declassified, review the document to make sure material is not FOUO and not exempt under AFI 37-131 before public release."**
 - c. Mark other records, such as computer print outs, photographs, films, tapes, or slide "FOR OFFICIAL USE ONLY" so that the receiver or viewer knows the record contains FOUO information.
 - d. Mark each part of a message that contains FOUO information. Unclassified messages containing FOUO information must show the abbreviation "FOUO" before the text begins.
 - e. Make sure that documents that transmit FOUO materials call attention to any FOUO attachments.
3. **STORAGE:** To safeguard FOR OFFICIAL USE ONLY records during normal duty hours, place them in an out-of-sight location if your work area is accessible to persons who do not have a valid need for the information. After normal duty hours, store FOUO records to prevent unauthorized access. File them with other unclassified records in unlocked files or desks when normal internal building security is provided. When there is no internal security, locked buildings or rooms usually provide adequate after-hours protection. For additional protection, store FOUO material in locked containers such as file cabinets, desks, or bookcases. Expenditure of funds for security containers or closed areas solely for the protection of FOUO data is prohibited.
4. **TRANSMISSION:** FOUO material shall be transmitted by the same methods as other UNCLASSIFIED material. Discussion of FOUO material on the telephone is authorized if necessary for performance of the contract. FOUO information may be transmitted over telephone lines in digital form, by telecopies, or by other commercial teletype lines without encryption.
5. **RELEASE:** FOUO information may be released only to DoD components, officials of DoD component, and other DoD contractors when needed to conduct official DoD business.
6. **DESTRUCTION:** When no longer needed, FOUO information may be disposed of by any method which will preclude its disclosure to unauthorized individuals.

ADDENDUM TO DD FORM 254
05 February 1999

NOTIFICATION OF GOVERNMENT SECURITY ACTIVITY

1. Thirty days before the date Contractor operations will begin on Wright-Patterson AFB OH, the Contractor shall provide ASC/SYSPC, 1801 Tenth Street, WPAFB, OH 45433-7625 the following information:

a. The name, address, and telephone number of your company's Facility Security Officer and your designated on-site security representative;

b. The contract number and military contracting command;

c. The highest classification category of defense information to which Contractor employees will have access;

d. The date Contractor operations will begin on WPAFB OH;

e. The estimated completion date of operations on WPAFB OH;

2. This requirement is in addition to visit request notification procedures contained in DoD 5220.22M, National Industrial Security Program Operating Manual, Chapter 6.

FAX

Date:

8/23/99

Number of pages including cover sheet:

2Neil KahnPhone: 412-7-1300-Fax phone: 412-7-2958

CC: _____

Tom ReastASC-CPSK

Phone: COMM: (937) 255-1783

255-7003 X4653

DSN: 785-1783 or 785-7003

Fax phone: COMM: (937) 255-2790

or 255-3225

DSN: 785-2790 or 785-3225

REMARKS:

☐

Urgent

☐

For your review

☐

Reply ASAP

☐

Please comment

Signed Cover Page T.O. 0030 - Effective
Date of 21 Aug 1999. To Contact Distribution
8/23/99. J.R.

DO NOT TRANSMIT CLASSIFIED INFORMATION OVER UNSECURE TELECOMMUNICATIONS SYSTEMS. OFFICIAL DOD
TELECOMMUNICATIONS SYSTEMS ARE SUBJECT TO MONITORING. USING TELECOMMUNICATIONS SYSTEMS CONSTITUTES
CONSENT TO MONITORING